



# The Baker Building



## Amenities Included in Rental

(10) 66" round tables

100 folding chairs

Four 6' folding tables

PA system with 2 wireless microphones

HD projector

Wireless internet

Sample floor plans

All cleaning fees including breakdown of venue's tables and chairs

30 minute complimentary walk-through prior to the event

Off street parking available within one block from the venue



The spacious 600 square foot warming kitchen is an ideal flexible space for food and beverage service. It includes two portable counters, sinks, refrigerators, as well as extra tables for buffet service. We have an open vendor policy- you are welcome to choose from our suggested vendors list or bring in your favorite caterer!



## Private Suites

The 150 square foot private suite and 100 square foot private suite features a dark brown leather couch, 2 full length mirrors, and a wooden bench.

# Our Rates

## **Monday-Thursday**

\*\$2,200 for 12 hours  
(\$75/additional hour)

## **Friday and Sunday**

\$2,800 for 12 hours  
(\$100/additional hour)

## **Saturday**

\$3,200 for 12 hours  
(\$150/additional hour)

\*Hourly rates are available for daytime events on weekdays.  
All prices are subject to change. Additional fees apply for holiday rates.

-The venue is available for rehearsal/ set up beginning at noon on the Friday before a Saturday venue rental for a \$1,500 fee.

-Next-day load out on a Sunday is available between 6am and 8am for a \$200 fee.

# The Details

Our venue is located on the second floor at 5511 North Albina Avenue. Due to the historic nature of the building, our venue is not wheelchair accessible and is only accessible via a flight of stairs.

The Baker Building requires a 50% non-refundable deposit due at the time of booking. The final payment is due 60 days before the event date.

For cancellations, no refunds will be paid 60 days prior to a rental.

Separate from the rental fee, a refundable security deposit of \$400 is due at the time of booking.

Renters or their hired vendors must do basic clean-up, otherwise a minimum \$100 cleaning charge will be due.

Renter is required to carry Special Event Insurance in an amount not less than \$1,000,000.

The venue can accommodate up to 100 guests.

Alcohol is allowed as long as it is open bar (no alcohol available for purchase) and host liquor liability coverage is obtained.

